

Position vacancy:

Political Specialist

Announcement #07-048

The U.S. Consulate General in Osaka is seeking an individual for the position of Political Specialist.

OPEN TO: All Interested Candidates
POSITION: Political Specialist (**Position # A10004**)
* **FSN-11**, ** **FP-4**
OPENING DATE: March 1, 2007
CLOSING DATE: March 23, 2007
WORK HOURS: Full Time 40 hours/week
SALARY: *Ordinarily Resident (O.R.) FSN-11 ¥12,290,037 p.a. (Starting salary)
(Position Grade: FSN-11)
**Not-Ordinarily Resident (N.O.R.) FP-4 p.a. (Starting salary)
(Position Grade: FP-4 is confirmed by Washington.)

PLEASE NOTE:

1. Salary may vary depending on the qualifications of the successful candidate.
2. Only candidates selected for an interview will be contacted.
2. All O.R. applicants must have the required residency permits to be eligible for consideration.
4. U.S. taxes are deducted for U.S. citizens & U.S. Legal Permanent Residents (green card holders).
5. The U.S. Embassy does not accept hand-delivered applications from outside the Embassy. Please send by post, courier, e-mail, or fax. All applications received by the closing date will be accepted.

BASIC FUNCTION OF POSITION: Serves as the senior advisor to the Consul General and the Consulate's senior reporting LE Staff employee. The political specialist promotes mission goals and objectives in the district by developing and maintaining close contacts with Diet Members, local government leaders, media editors, high ranking military officers, analysts from think tanks and academic institutions, and leaders of non-profit organizations. Works closely with contacts in order to generate, attend, and report on high-level substantive meetings and representational opportunities for Consul General and Political-Economic Officer on areas of responsibility. Advises the Consul General and Political-Economic officer on significant developments and trends occurring within the district, and plans travel and outreach events for the Section. Responsible for Consulate-wide protocol issues and speechwriting.

QUALIFICATIONS REQUIRED: All applicants must submit specific and comprehensive information supporting each selection criterion detailed below. Please see our website for more details: <http://japan.usembassy.gov>.

1. Education: Completion of a B.A. in political science, international relations, or similar field is required.
2. Prior Work Experience: 7 to 10 years of experience in any combination of the following: working for a Japanese firm abroad, working for a foreign firm in Japan, working for a non-profit organization, think tank, or

research institute, working for an agency of the USG or GOJ, working in a local level government office in Japan or the U.S., or working in a legislative branch of government at the national or local level in Japan or the U.S.

3. Language Proficiency: Level IV (Fluent) speaking/reading/writing English and Japanese required.
4. Knowledge: Detailed understanding of the Japanese and American political and economic systems. Comprehensive, thorough knowledge of district's political and economic trends and current situation. Must clearly understand USG policies relevant to the work of the Section. Familiarity with Diet Members elected from the district.
5. Skills and Abilities: Basic computer skills (MS Office, Outlook, Word, Excel, and PowerPoint). Strong interpersonal and communication skills. Ability to work well under sporadic periods of high stress.

SELECTION PROCESS: When equally qualified, U.S. Citizen Eligible Family Members (AEFMs) and U.S. Veterans will be given preference. Therefore, it is essential that the candidate address the required qualifications above in the application.

ADDITIONAL SELECTION CRITERIA:

1. Management will consider nepotism/conflict of interest, budget, and residency status in determining successful candidacy.
2. Current OR employees serving a probationary period, or NOR employees in the first 90 days of their appointment, are not eligible to apply.

TO APPLY: Interested applicants must submit the following or the application will not be considered:

1. Application for U.S. Federal Employment (SF-171 or OF-612); *or*
2. A current resume or curriculum vitae that provides the same information as OF-612; *plus*
3. Candidates who claim U.S. Veterans preference must provide a copy of their Form DD-214.
4. Ordinarily resident applicants, who are not citizens of Japan, must submit a copy of residency permit (visa). **The U.S. Embassy does not sponsor work visas in Japan.**
5. Any other documentation (e.g., test scores, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

Applications are available at <http://japan.usembassy.gov/e/info/tinfo-jobs.html>.

SUBMIT APPLICATION TO:

Human Resources Office
Attention: Keiko Sasakura
1-10-5, Akasaka, Minato-ku, Tokyo 107-8420
FAX: 03-3224-5818

Applications may also be sent to tokyorecruitment@state.gov. Please note that the United States Government cannot guarantee the integrity, security, or privacy of information transmitted.

DEFINITIONS:

1. Ordinarily Resident (O.R.): A citizen of Japan or a citizen of another country who has shifted the main residency focus to Japan and has the required work and/or residency permits for employment in country.
2. Not-Ordinarily Resident (N.O.R.): Typically NORs are US Citizen EFMs and EFMs of FS, GS, and Uniformed Service members who are eligible for employment under an American USG pay plan, on the travel orders and under Chief of Mission authority, or other personnel having diplomatic privileges and immunities.
3. Appointment Eligible Family Member (A.E.F.M.): A type of E.F.M. that is eligible for direct hire employment on either a Family Member Appointment (F.M.A.) or Temporary Appointment (TEMP) provided s/he meets all of the following criteria: 1) U.S. citizen; 2) Spouse or dependent who is at least age 18; 3) Listed on the travel orders of a Foreign, Civil, or Uniformed Service member permanently assigned to, or stationed at, a U.S. Foreign Service post or establishment abroad with a U.S.G. agency that is under C.O.M. authority; 4) Is resident at the sponsoring employee's or uniformed service member's post of assignment abroad, approved safe haven abroad, or alternate safe haven abroad; and 5) Does not receive a U.S.G. annuity or pension based on a career in the U.S. Civil, Foreign, or Uniformed Services.
4. Eligible Family Member (E.F.M.): Family Members at least 18 listed on the travel orders of a Foreign or Civil Service or Uniformed Service member permanently assigned to, or stationed to, a US Foreign Service post or establishment abroad with a U.S.G. agency that is under C.O.M. authority who do not meet the definition of A.E.F.M. above.
5. Member of Household (M.O.H.): A person who: 1) Has accompanied, but is not/not on the travel orders of a U.S. citizen Foreign or Civil Service employee or uniform service member permanently assigned to or stationed at a U.S. Foreign service post or establishment abroad; 2) Has been declared by the sponsoring employee to the Chief of Mission as part of his/her household; and 3) Resides at post with the sponsoring employee.

CLOSING DATE FOR THIS POSITION: March 23, 2007

An Equal Opportunity Employer